

EXHIBIT 19



Internal Memorandum

Date: January 29, 2018

To: Josh Jessup, General Manager – Human Resources – ACS/Cargo
From: Kelley Nabors, Senior Manager - Human Resources - ACS/Cargo
Subject: Recommendation for Termination

Employee: Aline Finneman, Emp. # 012178, Operational Service Mgr. SLC

Date of Employment: June 5, 1995 (22 years 7 months)

Current Status: Suspended 01/25/18

Previous Disciplinary Action:

N/A

Summary:

Aline Finneman inappropriately waived the overweight bag fees for two bags when traveling as a non-revenue passenger on December 17, 2017. Aline asked the agent checking her in and two PSAs to waive the bag fee for two bags belonging to her and her family. All three employees declined to waive the fees, so Aline logged into the computer and falsified the weight of the bags to avoid being charged the appropriate fees. Mrs. Finneman was not forthcoming during the investigation. Airport Customer Service recommends termination of Ms. Finneman's employment.

Recommendation:

I agree with Airport Customer Service; Aline Finneman should be asked to resign. If she refuses, she should be terminated.

Agreement


General Manager – Human Resources

1-31-18
Date


Managing Director – Human Resources

2-2-18
Date



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